


NAVAJO COUNTY AGENDA ITEM REQUEST FORM

Meeting Date: 5/25/10	Time Needed: 5 Minutes
Requesting Department: Finance	Presenter(s) Name: John Swanson
Motion before the Board: Award a contract to CBM Managed Services for the Adult and Juvenile Inmate Food Services. This is for the Navajo County Jail and Detention facilities.	
Recommendation: (who, what, where, when, how, etc.) Award Contract F10-03-01	
Background: (why should it be done, what will happen if not approved, etc. include resolution) The current contract with ABL Management has expired. The Navajo County's Sheriff Department (the "County") requests bids from qualified, licensed vendors experienced in the delivery of inmate food services in a correctional institution environment. Contractor shall furnish well-prepared and nutritionally adequate meals that will meet all requirements prescribed by Federal, State, or Local law and regulation. Additionally, the Contractor shall meet all food service related requirements necessary to comply with the American Correctional Association (ACA) standards and with the Arizona State Board of Corrections "Minimum Standards for Jails and Lockups" as those minimum standards apply to food services. The contract for these services shall be a one year contract with up to four one-year extensions. The facilities covered by the contract have a maximum capacity of 450 inmates with an average daily population of 350 inmates.	
Fiscal Impact: (what will it cost, where funds will come from, is it budgeted, etc.) No cost impact within budget	
Reviewed and approved by: County Manager  County Attorney _____ Human Resources _____ Finance _____ IT _____	
Board Action Taken: Approved <input type="checkbox"/> Denied <input type="checkbox"/> No Action <input type="checkbox"/> Continued <input type="checkbox"/> Continued to: Approved with changes as follows <input type="checkbox"/>	
Clerk's Notes: Date: _____ Initial: _____	

REMINDER: Email this coversheet and all backup documentation to "IT Support" by 4:00 p.m. the Friday prior to the Managers' meeting. The Clerk's Office will print the document and make necessary copies for signatures at Managers' meeting.

OFFER FORM

TO NAVAJO COUNTY:

The Undersigned hereby offers and agrees to furnish the material or service in compliance with all terms, scope of work, conditions, specifications, and amendments in the Invitation For Bids.

In accordance with A.R.S. § 35-393, the Offeror hereby certifies that the Offeror does not have scrutinized business operations in Iran.

In accordance with A.R.S § 35-391, the Offeror hereby certifies that the Offeror does not have scrutinized business operations in Sudan.

For clarification of this offer, contact:

CBM Managed Services
Company Name

Name: Jeffrey R Green

2219 E. Benson Rd
Address

Phone: 605-359-6667

Siox Falls SD 57104
ty State Zip

Fax: 605-977-1836

Jeffrey R Green
Signature of Person Authorized to Sign

E-mail: jeff@cbmfoodservice.com

Jeffrey R Green
Printed Name

Director of Sales
Title

ACCEPTANCE OF OFFER:

The offer is hereby accepted.

The Vendor is now bound to provide the materials or services listed in IFB# F10-03-01 including all terms, conditions, specifications, amendments, etc., and the Vendor's Offer as accepted by Navajo County.

The Vendor has been cautioned not to commence any billable work or to provide any material or service under this contract until Vendor receives this signed sheet, or written notice to proceed.

Awarded this ____ day of ____ 20 ____

AUTHORIZED SIGNATURE